

Fontana Unified School District  
Title I School-Level Parent and Family Engagement Policy  
Almeria Middle School  
2023-24

**Almeria Middle School** has developed a written Title 1 School-Level Parent and Family Engagement Policy with input from Title I parents.

*Parents were informed of the Title I School Level Parental involvement policy meeting through our School Site Council (SSC) and English Language Advisory Council (ELAC) agendas posted in the office window and displayed on the school marquee. Other events where large amounts of parents are present will be used as a vehicle to communicate future meetings as well.*

**Almeria Middle School** has distributed the policy to parents of Title I students.

*During the first SSC/ELAC meeting of the year, parents will be given the opportunity to review the final version of the policy. Once we receive approval, we will send these to our Print services and they will be handed out at our Parent Conferences Meetings and future Parent meetings. Copies of the policy will also be available in each of our offices, on our web page, and as part of our new student introduction packet.*

The principal or designee, jointly with parents/guardians of participating students, periodically updates the school's policy to meet the changing needs of parents/guardians and the school.

*Annually, bi-annually and monthly parent input is gathered through multiple means, such as: Back to School Night, Coffee with the Principal, ELAC, SSC, Advancement Via Individual Determination (AVID) nights etc. The collected input is then used to update the policy and is presented to SSC for approval.*

**Almeria Middle School's** policy describes the means for carrying out the following Title I parental involvement requirements per Every Student Succeeds Act (ESSA), Title I Parental Involvement, 20 USC 6318(a)-(f):

**1. Involvement of Parent in the Title I Program**

Almeria Middle School does the following:

- a. Convenes an annual meeting, at a convenient time, to which all parents/guardians of participating students shall be invited and encouraged to attend in order to inform parents/guardians of their school's participation in Title I and to explain Title I requirements and the right of parents/guardians to be involved. Leadership at the school provides meetings and other informal opportunities to discuss and explain Title I related information. The variety of meetings includes, but is not limited to the following:

Annual School Site Council (SSC) meeting  
Annual English Language Advisory Council (ELAC) meeting  
IEP Meeting  
Annual Parent Meeting  
Parent Conference

Coffee with the Principal  
Email  
Text Message  
Parent Square  
Parent Workshops  
Panorama Survey

- b. Offers a flexible number of meetings, such as meetings in the morning or evening, for which related transportation, childcare, and/or home visits may be provided as such services relate to parent involvement.  
Translation will be provided at all parent meeting to meet the needs of our Spanish speaking population.
- c. Involves parents/guardians of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs, the school's Title 1 School-Level Parent and Family Engagement Policy, and the joint development of the plan for school-wide programs incorporated into the Single Plan for Student Achievement.
- d. Develops and maintains consistent and effective home-to-school communication, including timely information to Title I parents/guardians about Title I programs and services. Leadership at the school provides communication of timely Title I information via parent attended meetings. The meetings include but may not be limited to the following:

SSC Meeting  
ELAC Meeting  
AVID Parent nights  
IEP Meeting  
Parent Conference  
Coffee with the Principal  
Flyers  
Website school calendar  
Q-Parent Connect  
Parent Square  
Text Message  
Email  
Instagram  
Marquee

- e. Provides parents of Title I students with an explanation of the school's curriculum, assessments, and proficiency levels students are expected to meet. Leadership at the school provides meetings and other informal opportunities to discuss and explain a variety of Title I related information such as it relates to Title I and applied expectations for students. The meetings and vehicles to provide this information and guidance include but may not be limited to the following:

Principal Meetings  
Parent Teacher Conferences

Parent Conference  
 ELAC Meetings  
 SSC Meetings  
 Gifted and Talented Education (GATE) Parent Meeting  
 Title I Parent Meeting  
 Individualized Education Program (IEP) Meeting  
 Student Success Team Meeting  
 Back to School Night  
 Student Orientation  
 Special Education Orientation  
 Awards Assemblies  
 School Outreach/Community Aide Home Visits  
 AVID Family Night  
 Student Handbook  
 Progress Reports  
 Smarter Balance Assessment Consortium (SBAC)  
 Measures of Academic Progress (MAP) Score Reports  
 Appointment Available with the Administration/Open Door Policy when available

If the SWP plan is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the School Board.

- f. Provides parents of Title I students, if requested, with opportunities for regular meetings to participate in decisions relating to the education of their children, and as soon as practicably possible, response to the suggestions of parents/guardians.

Parents are able to meet with Administrators at any time to discuss their students' academic level.

Counselors and Administration meet with students to discuss academic performance and to establish goals for Language Arts and Math.

Administration is visible throughout the campus at the beginning and end of the day to answer parent questions.

Parents are encouraged to contact teachers after dismissal regarding any concerns via telephone or email.

Teachers are encouraged to return calls and electronic communication within **48** hours from parents on student issues.

Parents are encouraged to sign-up for Q-Parent Connect.

## **2. School-Family Compact**

Almeria Middle School has jointly developed with and distributed to parents of Title I students a School-Family Compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It also describes how the school and parents will develop a partnership to help children reach proficiency on the California content standards. The School-Family Compact describes the following items in addition to items added by parents of Title I students:

- a. Describes the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables students to meet the state standards.

- b. Describes the parents' responsibility to support their children's learning, such as monitoring attendance, homework completion, video game usage, and television watching; volunteering in their child's classroom and participating in the decisions relating to the education of their children a positive use of extracurricular time.
- c. Address the importance of ongoing communication between parents and teachers through, at least, annual conferences, reports on student progress, reasonable access to staff, and opportunities to volunteer and participate in their child's class, and observation of classroom activities.
- d. The Principal or their designee ensures that the school-family compact is signed by the student, parent/guardian, and teacher. The compact may be completed during parent conferences or at another designated time.

The compact is reviewed with parents at SSC and ELAC meetings, and revisions, if any, are made to the compact. The compacts are distributed and reviewed with parents and students.

### **3. Building Capacity for Involvement**

Almeria Middle School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school does the following:

- a. Assists Title I parents in understanding academic content standards, assessments, and how to monitor and improve the achievement of their children. The School leadership ensures appropriate staff and support personnel assist parents in understanding educationally related standards and assessments. Further they provide guidance to parents how to monitor and support achievement of their child Example of related support include but are not limited to:
  - b.
    - Back to School Night
    - New Student Orientation
    - Teacher Introduction Letter
    - Parent Teacher Conferences
    - SSC Meeting
    - ELAC Meeting
    - IEP Meeting
    - GATE Parent Meeting
    - AVID Parent Meeting
    - Award Assemblies
    - Student Success Team
    - Title I Parent Meeting
    - Flyers
    - Appointment Available with Administration/Open Door Policy when available
    - Renaissance
    - Attendance Incentives
    - Tutoring (Dolphin Learning Lab)
    - Panorama Survey

- c. Provides materials and training to help Title I parents develop techniques and strategies to use at home that support their children's academic achievement and to ensure their children's physical, social, and emotional well-being and healthy development in preparation for a productive future. The school leadership supports materials and training for parents to help support their child's achievement. Examples of related support include but are not limited to:

Principal Meetings  
ELAC Meeting  
SSC Meeting  
Student Success Team  
IEP Meeting  
AVID Meeting  
GATE Parent Meeting  
School Safety Plan  
Parent Conferences  
Family Resource Center (S-1)  
School Outreach/Community Aide Home Visits

- d. Educates staff, with the assistance of Title I parents, in the value of parent contributions, how to communicate effectively with parents, and how to work with parents as equal partners. The school leadership provides brief in-services and coaching to the staff on a variety of related issues throughout the school year. Examples of related support, which is shared with staff, include, but are not limited to:

School Outreach/Community Aide Home Visits  
Staff Development Meeting  
Parent Survey  
Joint Parent/Teacher Training  
Presenters from District, and Other Outside Consultants

- e. Coordinates and integrates parental involvement with other programs and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. The school leadership supports parental involvement efforts and the coordination with other groups and programs to increase parent involvement in activities. Related examples include, but are not limited to:

Student Success Team  
School Attendance Review Team (SART) Meeting  
Back to School Night  
Parent Conferences  
Awards Assemblies  
GATE Parent Meeting  
AVID Family nights  
Family Resource Center (S-1)

IEP Meeting  
Coffee with the Principal  
Parent Volunteers for Different Events

- f. Distributes Title I information for parents related to school and parent programs, meetings, and other activities in a format and language that parents understand. At Almeria Middle School, this information is distributed through the following events/vehicles and in as much as practicably possible, translated into Spanish.

Marquee  
Flyers  
Parent Square  
Text Message  
Email  
Parent Conferences Teacher's Introduction Letter  
Family Resource Center (S-1)  
Administration & Attendance Office

- g. Provides support for parental involvement activities requested by Title I parents. At Almeria Middle School, this information is distributed through the following events/vehicles and in as much as practicably possible, translated into Spanish in order to promote information, programs and activities. The SSC and leadership at the school jointly provide support by planning activities, and/or allocating supportive funding

SSC Meeting  
ELAC Meeting  
AVID Meeting  
GATE Parent Meeting  
IEP Meeting  
Coffee with the Principal  
Family Resource Center

#### **4. Accessibility**

Almeria Middle School provides opportunities for all parents/guardians to participate, including parents with limited English proficiency, parents with disabilities, and parents of migratory students in a format and language such parents/guardians can understand. Each school's parent involvement policy shall be made available to the local community and distributed to parents/guardians in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand:

School Site Council (SSC)  
English Language Advisory Council (ELAC)  
AVID Parent Night  
GATE Parent Meeting  
IEP Meeting

